



NAVAL AIR WARFARE CENTER  
TRAINING SYSTEMS DIVISION  
ORLANDO FLORIDA



# Industrial and Logistics Maintenance Planning/Sustainment (ILMPS)

**N61340-16-R-0007**

## Pre-Proposal Conference

**30 March 2016**

Classification: **UNCLASSIFIED**





## AGENDA

- Registration 12:30-13:00
- Welcome & Ground Rules 13:00-13:15
- Pre-Proposal Briefing 13:15-15:00
  - Requirements Overview
  - RFP Sections A to K
  - RFP Section L&M
- Tour of Cecil Center, JAX 15:00-15:30
- Closing Remarks and Adjourn 15:30-15:45





## Government Team at Conference

Bernard Courtney

Project Manager, NAWCTSD

Austin Brookshire

Procuring Contracting Officer, NAWCTSD

Tony Pham

Contract Specialist, NAWCTSD

Shannon Elliott

Dept Head, Design Interface, FRCSE 6.7

Ogie Soliman

Onsite COR

Bill Martini

Onsite ACOR

Ron Hanebutt, Bill Wright, Ryan Bell TOCORs





# WELCOME & GROUND RULES

- Primary Purposes
  - Assure understanding of the government requirements
  - Collect any questions regarding the RFP
- All attendees must sign-in.
- Please silence cell phones and pagers.
- No recording.
- The government will not engage in “side-bar” question and answer sessions with any individual offeror
- This is an informational briefing only.
- All amendments to this solicitation shall be posted at <https://www.fbo.gov/>





## Questions and Answers

- **This is not a Q&A session.** Today, the government will accept only some administrative questions as the presentation progresses.
- Questions about the RFP must be submitted in writing:
  - Using the provided form; or
  - Via Email
- Questions not addressed in open forum will be reviewed. Answers will be posted online via formal RFP amendments.
- Questions should be submitted to Tony Pham, Contract Specialist, at the following email address:  
[chi.t.pham@navy.mil](mailto:chi.t.pham@navy.mil)



## Communications

- **ALL** industry communication for RFP N61340-16-R-0007 shall come through the Contract Specialist and/or PCO.
- No one from the Government, other than the CS and PCO, is authorized to communicate with industry and share information pertaining to this RFP.
- NAWCTSD Points of Contact:
  - Tony Pham, Contract Specialist **(Primary POC)**  
(407) 380-8551, [chi.t.pham@navy.mil](mailto:chi.t.pham@navy.mil)
  - Austin E. Brookshire, Contracting Officer  
(407) 380-8192, [austin.brookshire@navy.mil](mailto:austin.brookshire@navy.mil)



## Disclaimer

Today's remarks by government officials involved in the ILMPS procurement should not be considered a guarantee of the Government's course of action in proceeding with the project.

The information shared today reflects current government intentions and is subject to change based on a variety of circumstances, including internal and external comments. The formal solicitation is the only document that should be relied upon in determining the government's requirements.



# Requirements Overview







# Customer

NAVAIR - Fleet Readiness Center - In Service Support  
Center (FRC-ISSC), JAX 6.7



# NAVAIR Site Jacksonville Mission

## ISSC Mission

**The mission of the In-Service Support Centers (ISSCs) is to ensure that high levels of war fighting readiness and fleet sustainability are built in attributes of the Naval Aviation Enterprise maintenance and modification programs. This is achieved by experienced, maintenance and modification focused In-Service Support Leadership providing demand driven Engineering, Logistics, and Program management products and services to the Fleet Readiness Centers (FRCs), Fleet Operational Units, and the Program Management Offices.**

### **Our 6.0H “Main Thing”**

**The NAVAIR Jacksonville 6.0H Competency exists to ensure the readiness and sustainability of Naval Aviation by providing high quality, integrated, cost effective, and responsive support through well-trained, motivated individuals who support IPTs and Program Sponsors.**



# NAVAIR ILMPS Jacksonville

## Major Programs Supported

### • Current Workload

- P-3 Orion – anti-submarine and maritime surveillance aircraft
- EP-3 Aries II – Navy's only land-based signals intelligence (SIGINT) reconnaissance aircraft
- P-8 Poseidon – Navy's next generation maritime surveillance aircraft (Replacing P-3C)
- BAMS – Broad Area Maritime Surveillance Unmanned Aircraft System
- EA-6B Prowler – long range, all-weather aircraft with countermeasure capability
- F/A-18 Hornet – all-weather fighter and attack aircraft
- T-45 Goshawk – jet trainer for Navy/Marine Corps pilots
- T-44 Pegasus – turboprop trainer for Navy/Marine Corps pilots
- T-6 Texan II – turboprop trainer for the Navy/Marine Corps pilots
- E-6 Mercury – communications relay and strategic airborne command post aircraft
- Joint Strike Fighter (JSF) Lightning II – Next generation strike aircraft weapon systems for the Navy, Air Force, Marines, and our allies (RADAR and Propulsion)
- F135/F136 – propulsion systems for F-35 Lightning II







# NAVAIR Site Jacksonville

## Major Programs Supported

- **Current Workload (cont.)**

- F-5 Tiger II & F-16 Falcon – training and adversary combat tactics
- T56 – engine used to power the Navy's fleet of P-3 Orion, C-130 Hercules, E-2 Hawkeye, and C-2 Greyhound aircraft
- F404 – engine that powers multiple aircraft performing a broad spectrum of missions from low-level attack to high-altitude interceptors (including F/A-18 A-D)
- F414 – engine that powers the Boeing F/A-18E/F Super Hornet
- TF34 – engine used to power the U.S. Navy Lockheed S-3A anti-submarine warfare aircraft and the U.S. Air Force Fairchild Republic A-10 close support aircraft
- J52 – engine used to power both U.S Navy EA-6B and Foreign military A-4 aircraft
- Electronic Warfare
- Electro Optical Systems
- Consolidated Automated Support System (CASS)
- Foreign Military Sales



- **Other Workload**

- Performance Based Logistics (PBL)





# NAVAIR Logistics Jacksonville

## Core Functions (What We Do)

- Full Life Cycle ILS
- Total Ownership Cost
- LSA and Logistics Management Info
- Provisioning
- Design Interface
- Configuration Management
- Maintenance Planning
- Technical Data Development
- FRC Production Support
- Support Equipment
- Logistics Process Improvement
- FMS
- Strategic Planning
- Fleet/Customer/Vendor Interface
- Logistics Contract Management
- IMC



# A Quick Update

As of COB Tuesday, 29 March 2016, the RFP has been released via FedBizOps.

- The RFP itself, 76 pages
- Exhibit B, CDRLs
- 9 section J Attachments
- 5 section L Attachments
- Summary of Changes from draft RFP to the formal RFP

While uploading the Attachments, Amendment 01 was accidentally created. As a result, Attachments 2, 3 and 4 were uploaded twice by mistake.



# RFP Sections A to K





## IDIQ Contract Structure

- **Ceilings:** 771,469 Hours      **Minimum:** Mobilization, at least \$100
- **Contract Ordering:** 5 years, plus 6-month option
- **CLIN Structure**
  - CLIN 0001      Mobilization - FFP
  - CLIN 0002      Logistics/Technical Support Services in Jacksonville, FL - CPFF
  - CLIN 0003      Logistics/Technical Support Services in Oklahoma City, OK - CPFF
  - CLIN 0004      Logistics/Technical Support Services in Arlington, VA - CPFF
  - CLIN 0005      Travel - COST
  - CLIN 0006      Materials - COST
  - CLIN 0007      Tech Data - NSP
- NAICS 541330 (Engineering Services) - \$38.5M annual revenue
- Service Contract Act Not Applicable
- An Indefinite Delivery / Indefinite Quantity (ID/IQ)  
[with Firm Fixed Priced (FFP), Cost, and Cost Plus Fixed Fee (CPFF)  
with Fixed Burdened Rates orders]





## Section B Highlights

### Level of Effort Clause – NAVAIR Clause 5252.211-9503

- The level of effort estimated to be ordered during the term of this contract is **771,469** labor-hours. Of which:
  - CLIN 0002 est. 484,006 labor hours
  - CLIN 0003 est. 177,381 labor hours
  - CLIN 0004 est. 110,082 labor hours
- Each task order will have a chart that represents the number of hours for the individual task order.
- Contractor shall notify the PCO immediately when it believes that the Level of Effort that the contractor expects to incur under any Term Form order in the will exceed 75% of the level of effort.
- No Overtime allowed.



## Section B Highlights

### CLIN Structure

- CLIN 0001 Mobilization – FFP
  - Shall not be less than \$100
- CLIN 0002 Logistics/Technical Support Services in Jacksonville, FL – CPFF
  - MAX Cost / Quantity mean ESTIMATED Cost / Quantity (SPS default)
- CLIN 0003 Logistics/Technical Support Services in Oklahoma City, OK - CPFF
- CLIN 0004 Logistics/Technical Support Services in Arlington, VA - CPFF
- CLIN 0005 Travel - COST
  - No FEE
- CLIN 0006 Materials – COST
  - No FEE
- CLIN 0007 Tech Data – Not Separately Priced (NSP)



# FRCSE-ILMPS SOW Scope

Services include the following:

- This SOW is to provide logistics and technical support services in the areas of planning, analysis, development, training, support equipment (SE) management, facilities and execution for AIR-6.7 at Jacksonville, FL.
- Potential customers and weapon systems include, but are not limited to: Customers - AIR 6.0 Competency and Business Unit, PEO(A), PEO(T), PEO(U&W), PEO(JSF), and AIR 1.0
- Weapon systems currently include but are not limited to P-3, EA-6B, E-6, T-45, T-6, T-44, JSF, F-18, J52, F404, F414, TF-34, and J-85
- Additional systems supported by this effort may be identified in task order SOWs
- Section 3.0 of this SOW defines the specific requirements relating to contract performance.



# Government-furnished Property (GFP) Government-furnished Information (GFI)

- No GFP or GFI provided under the resultant contract for this requirement
- Contractors performing on-site support will be granted access to workspaces, telephone service, printers, facsimile machines, copy machines, shredders, computers and network access
- Attachments 6 to 9





# Places of Performance

It is anticipated that the places of performance will be

- Jacksonville, FL;
- Oklahoma City, OK; and
- Arlington, VA



# ILMPS Unique Features

Logistics and technical support services in the areas of

- Planning
- Analysis
- Development
- Training
- Support Equipment (SE) Management



## Section G Highlights-Contract Administration

Remember to complete:

NAVAIR Clause 5252.201-9502 – Contractor's Authorized Contract Coordinator and Technical Liaison with Executive Summary.

NAVAIR 5252.215-9512, SAVINGS CLAUSE

Maximum Subcontractor Pass-thru Fee Rate: 8%

Maximum Fee Rate For Prime Contractor: 8%

NAVAIR Clause 5252.232-9524 – Allotment of Funds

Task orders may be incrementally funded in accordance with clause.



## Section H Highlights- Special Contract Requirements

- Clause H.1, Negotiation and Payment of Task Orders Issued Under CLINs 0002, 0003, and 0004
  - Utilizing only the contract labor categories and competed fixed burdened labor rates established in Section J, Attachment 5, "Contractor's Burdened Fixed Labor Rates Used for Reimbursement Under CLINs 0002, 0003, and 0004."
  - Labor hours incurred under each task order will be paid at the burdened fixed labor rates set forth in Section J, Attachment 5 of the contract, "Contractor's Burdened Fixed Labor Rates Used for Reimbursement Under CLINs 0002, 0003 and 0004."
  - The fixed fee will be negotiated on each individual task order paid in accordance with clause 5252.211-9503, Level of Effort (Cost Reimbursement) and clause 5252.232-9510, "Payment of Fixed Fee."
- Ordering Officer
  - The ordering officer for this contract will be the PCO at NAWCTSD.





## Section H - Special Contract Requirements (cont.)

- 5252.237-9501 ADDITION OR SUBSTITUTION OF KEY PERSONNEL (SERVICES) (NAVAIR)(OCT 2005)
  - During the term of the contract, no key personnel substitutions or additions made unless necessitated by compelling reasons including, but not limited to:
    - an individual's illness,
    - death,
    - termination of employment,
    - declining an offer of employment (for individuals proposed as contingent hires), or
    - family friendly leave
  - All proposed substitutions shall be submitted, in writing, to the Contracting Officer at least fifteen (15) days (thirty (30) days if a security clearance must be obtained) prior to the proposed substitution



# Section I Highlights - Contract Clauses

- 52.209-11, Delinquent Tax Liability or a Felony Conviction under any Federal Law
  - Replacing DFARS 252.209-7991



# Section J Attachments

<b>Exhibit B</b>	<b>Contract Data Requirement Lists (CDRLs) B001 and B002</b>
<b>Attachment 1</b>	<b>SOW for ILMPS AIR-6.7 FRCSE and SOW Addendum</b>
<b>Attachment 2</b>	<b>Contract Labor Categories and Qualifications</b>
<b>Attachment 3</b>	<b>DD Form 254 DoD Contract Security Classification Specification</b>
<b>Attachment 4</b>	<b>NAWCTSD 4330/60 Data Item Transmittal/Acceptance/Rejection Form</b>
<b>Attachment 5</b>	<b>Contractor's Burdened Fixed Labor Rates Used for Reimbursement Under CLINs 0002, 0003, and 0004</b>
<b>Attachment 6</b>	<b>Requisitioned Government Furnished Property (PDF) incorporated pursuant to DFARS 245.103-72</b>
<b>Attachment 7</b>	<b>Requisitioned Government Furnished Property (EXCEL ) incorporated for readability purposes</b>
<b>Attachment 8</b>	<b>Scheduled Government Furnished Property (PDF) incorporated pursuant to DFARS 245.103-72</b>
<b>Attachment 9</b>	<b>Scheduled Government Furnished Property (EXCEL) incorporated to demonstrate FAR 52.245-1(d)(2) compliance and for readability purposes</b>



# Section J Attachments (cont.)

## **Attachment 5** Contractor's Burdened Fixed Labor Rates Used for Reimbursement Under CLINs 0002, 0003, and 0004

- An Excel spreadsheet
- The offerors shall use this Attachment 5 to propose their **BURDENED FIXED LABOR RATES** for the Labor CLINs
  - "Burdened" means to include all (i.e. direct labor, fringe, G&A, any other indirect rates....) but fee.
  - "Fixed" means after award the rates shall be used for reimbursement under the labor CLINs.
- 6 Tabs:
  - Tab 1: automatically summarize the 5 years
  - Tabs 2 to 6: one for each year
    - ❖ The government provides the labor hours and categories
- Let's take a quick look at the Attachment 5





## Section K

Remember filling out the required clauses including but not limited to

52.209-7 Information Regarding Responsibility Matters

252.204-7004 System for Award Management

252.204-7007 Annual Rep and Cert

252.225-7003 Report of Intended Performance Outside the U.S and Canada

5252.209-9511 Organizational Conflict of Interest Rep

5252.222-9501 ID of First-tier Subcontractors for Pre-award Clearance Purposes



# RFP Sections L





# Technical / Management Volume I

aviation





# Technical / Management Proposal

## Section L Vol. I

### 1.1 Management of Simultaneous Task Orders

the offeror's capability to simultaneously manage multiple one-year task orders, up to 15, ranging in value from \$3,600 to \$2.5 million, during the five-year ordering period under the ID/IQ contract





# Technical / Management Proposal

## Section L Vol. I

### 1.2 Recruitment and Retention

management approach for recruiting qualified personnel and plan for retaining qualified employees, and how the offeror will address employee-turnover issues



# Technical / Management Proposal Section L Vol. I

## 1.3 Organizational Structure

- a. Identify all companies by
  - providing their names, place of performance, CAGE number, DUNS number, and brief work description and/or program responsibility
  - describing how entity/vendor personnel will be used and controlled in the offeror's execution of the program
- b. Provide an organizational flow chart
- c. Describe the organizational structure for the proposed contractor program team with emphasis on
  - how the offeror's organization will perform as an Integrated Product Team (IPT),
  - roles and responsibilities, and
  - the approach to communications, including required government participation and insight.



# Technical / Management Proposal

## Section L Vol. I

### 1.4 **Mobilization Plan**

The offeror shall describe its mobilization plan based on a 60-day period after award that ensures a smooth workplace changeover from the incumbent with no loss of service

- Security Requirement
- Risk Mitigation Strategies



# Technical / Management Proposal Section L Vol. I

## 1.5 Personnel Qualifications

- Attachment L-2 Key Personnel Resumes  
Vol. I Annex A  
Key Personnel Resumes  
and Contingent Hire Letters of Intent
- Attachment L-3 Workforce Qualifications Spreadsheet
- For Program Manager category, the government prefers, at each location, one person working at both government site and contractor's site.





# Past Performance

## Volume II

aviation





# Past Performance Proposal Section L Vol. II

## 2.1 **Past Performance Contract Reference for Offeror and Principal Team Members**

Identify

- up to three of the prime offeror's most relevant government or commercial past performance contract references, and
- up to two of the most relevant government or commercial past performance contracts for each "principal team member."

A principle team member defined as a subcontractor, joint venture owner (joint venture), partnership owner (partner), corporate parent, division, subsidiary, affiliate or vendor that is proposed to provide at least 20% of the proposed total cost/price (excluding the offeror's profit/fee) for the contract



# Past Performance Proposal Section L Vol. II

## **2.1 Past Performance Contract Reference for Offeror and Principal Team Members (cont.)**

- Forward a copy of the Past Performance Questionnaire to the past performance contract customer's Procuring Contracting Officer (PCO), Administrative Contracting Officer (ACO), Program Manager and Point of Contact for the following past performance contracts:
  - Past performance contract references that do not have CPARS Reports, and
  - Past performance contract references with CPARS Reports completed by the Assessing Official more than six months prior to the RFP's proposal due date.
- All questionnaires shall be forwarded within two weeks from the RFP release date
- The offeror shall include instructions for its customers to send completed questionnaires within two weeks of the customer's receipt of the questionnaire to Mr. Tony Pham, Contract Specialist, at [chi.t.pham@navy.mil](mailto:chi.t.pham@navy.mil).



# Past Performance Proposal Section L Vol. II

## 2.2 Past Performance Contract Information

Fill out Table 3, Past Performance Contract Information



# Past Performance Proposal Section L Vol. II

## 2.3 Relevancy Information of the Past Performance Contract References

- a. Contract Types
- b. Total Dollar Amounts
- c. Dollar Amounts Actually Performed
- d. Locations and Divisions
- e. Period of Performances
- f. Compare Similarities
  - Scope of Effort
  - Magnitude of Effort
  - Complexities of Effort
- g. Compare Specific Performance Attributes





# Past Performance Proposal Section L Vol. II

## 2.4 Demonstrated Performance Information of the Past Performance Contract References

- Quality of Product or Service
  - Schedule
  - Cost Control
  - Management
- 
- any past performance problem identified in the CPARS or Past Performance Questionnaires



# Experience vs. Past Performance

- **Experience** – What you have done...
  - “I’ve repaired 100 leaky boats in the past month.”
- **Past Performance** – How well you have done...
  - “Ninety leaked!”



# Past Performance Information

## Primary PPI Sources:

Offerors' Proposals

PPIRS

Questionnaires

Phone Interviews

DACO/DCMA

Other



**Past  
Performance  
Information**



# Past Performance -*Evaluation Concept*-

## ← Look Back

- How did Offeror perform on current or past contracts?
  - Review Offerors Past Record, e.g., CPARS, Questionnaires
  - Determine Relevancy / Recency
- Assess each Contract Referenced
- Assess each relevant contract found through an independent government search
- Roll up each reference assessment into an overall Offeror Assessment

## Look Forward →

- Based on Offeror's assessment (Look Back), how do we think they will perform on the program?
- Final product is a determination of the Performance Risk for the ILMPS Contract



# Cost/Price

## Volume III

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## Cost / Price Proposal

- Volume shall contain:
  - All cost information requested
  - Completed Section B of the SF 33
  - Complete Attachment 5, "Contractor's Burdened Fixed Labor Rates Used for Reimbursement Under CLINs 0002, 0003, and 0004."
    - Do NOT tailor the "Government Labor Category" column
    - The offeror shall insert the title of the comparable labor category it will be utilizing in the adjacent column entitled "Contractor Proposed Category."
    - Proposed labor categories must meet the minimum personnel qualifications of each comparable government-provided labor category
    - Do NOT exceed the total labor hours provided in Section L, paragraph L.B.3.3.
    - Provide a separate summary sheet for the entire IQC period of performance, which incorporates all cost summary tabs located in Attachment P8
- Protected Excel spreadsheets use formulas and functions to build to total evaluated price
  - Spreadsheets shall not be protected by offerors
- If principal team members are proposed, utilize the same burdened rates required for the prime contractor.



# Cost / Price Proposal

## Section L Vol. III

### 3.1 Cost/Price Volume

No cost/price information shall be included in any other volume (including cover letters)

exceptions: the Past Performance Volume and the hourly labor rates contained in the Letters of Intent required in Annex A of the Technical/Management Volume



# Cost / Price Proposal

## Section L Vol. III

### 3.2 **CLIN 0001, Mobilization**

- For CLIN 0001, the offerors shall propose a separate firm-fixed-price for the Mobilization effort (CLIN 0001) in Section B of the RFP
- The proposed amount for Mobilization shall be at least \$100 and will be used as the contract minimum quantity



# Cost / Price Proposal

## Section L Vol. III

### **3.3 CLINs 0002, 0003, and 0004, Logistics and Technical Support**

- Proposed labor personnel shall meet the requirements set forth in Section J, Attachment 2, Contract Labor Categories and Qualifications
- Insert Burdened Labor Rates in Section J, Attachment 5
- If an offeror's proposed burdened labor rate is 10% or more lower than the government-provided rates set forth in Attachment L-5, FAR 52.222-46 Hourly Wages, the offeror must explain why its salaries and fringe benefits are adequate to attract, recruit, and retain suitably qualified personnel to meet requirements.



# Cost / Price Proposal

## Section L Vol. III

### 3.4 CLINs 0005 and 0006, Travel and Material

All offerors shall use the following estimated amounts for travel and material in Section B:

Table 7, Travel and Material Estimates.

	Year 1	Year 2	Year 3	Year 4	Year 5	6-month Option	Total
Travel	\$262,300	\$270,150	\$278,250	\$286,600	\$295,200	\$147,600	\$1,540,100
Material	\$3,625	\$3,725	\$3,825	\$3,950	\$4,075	\$2,038	\$21,238





# Cost / Price Proposal Section L Vol. III

## 3.5 CLIN 0007, Technical Data

CLIN 0007 is Not Separately Priced.



# Cost / Price Proposal

## Section L Vol. III

### 3.6 **Administrative Information**

- a. The original signed cover page of the Standard Form 33 (SF33) for the basic solicitation and each amendment (as applicable).
- b. A completed copy of Section B of the solicitation, with the Estimated Cost (MAX Cost), Fixed Fee, and Total Estimated Price (MAX Cost + Fee) filled in.
- c. A completed Section K of the solicitation.
- d. Completed copies of NAVAIR clauses 5252.201-9502, "Contractor's Authorized Contractor Coordinator and Technical Liaison," and 5252.215-9512, "Savings Clause," found in Section G of the solicitation.
- e. A point of contact, physical address, email address, and telephone number of DCAA and DCMA offices.



# Cost / Price Proposal

## Section L Vol. III

### **3.6 Administrative Information (cont.)**

f. Provide evidence that the offeror complies with FAR clause 52.219-14, "Limitations on Subcontracting." Provide the mathematical calculation that shows the offeror meets the percentage set forth in the clause.

g. Pursuant to FAR section 16.301-3(a)(3) and DFARS clause 252.242-7006, "Accounting System Administration," the contractor's accounting system must be adequate during the entire period of contract performance for determining charges applicable to this contract.

As a result, all offerors shall provide evidence from DCAA, other federal civilian audit agencies, or a private accounting firm that, as of the proposal due date, the offeror's accounting system has been audited and has been determined adequate and suitable for administration of a cost-reimbursable type of contract.



# TYPICAL COST PROPOSAL SHORTFALLS

- Arithmetic and/or spreadsheet formulas are incorrect
  - PLEASE let us know if you find a specific error
- Not explaining cost approach
- Excessive ground rules or assumptions that limit the offeror's commitment
- Not completing all RFP sections (e.g., Section G Contract Administration information, Section K Reps/Certs etc.)



## Section L

# Proposal Instructions Outline

Volume Number	Volume Title	Page Limit	Copies Required
I	TECHNICAL/MANAGEMENT	25 pages	1 Paper Original 2 Paper Copies 2 CD-ROM Copies
II	PAST PERFORMANCE	As needed	1 Paper Original 2 Paper Copies 2 CD-ROM Copies
III	COST/PRICE	As needed	1 Paper Original 2 Paper Copies 2 CD-ROM Copies
Volume I Annex A	Technical/Management Volume Key Personnel Resumes and Letters of Intent	As Needed	1 Paper Original 2 Paper Copies 2 CD-ROM Copies
Volume II Annex B	Past Performance Volume Relevant Portions of Statements of Work and Specifications for Past Performance Contracts	As Needed	1 Paper Original 2 Paper Copies 2 CD-ROM Copies





## Section L Attachments

Attachment Number	Electronic File Title	Attachment Name
L-1	FRCSE Visit Access-Badge Requests	L-1 FRCSE Visit Access-Badge Requests
L-2	Vol I Resume Format	L-2 Vol I Resume Format
L-3	Vol I Workforce Qualifications	L-3 Vol I Workforce Qualifications
L-4	Vol II Past Performance Questionnaire	L-4 Vol II Past Performance Questionnaire
L-5	FAR 52.222-46 Hourly Wages	L-5 FAR 52.222-46 Hourly Wages



## Section L Attachments (cont.)

### **Attachment L-5 FAR 52.222-46 Hourly Wages**

- The government will compare the offerors' proposed burdened fixed labor rates to the hourly wages in Attachment L-5
- The government collected these rates from:
  - Department of Labor (DOL) Bureau of Labor Statistics
  - GSA's website
  - Market Research
- Let's take a look at Attachment L-5



# RFP Sections M





# Section L vs. Section M

- Understanding and following Sections L&M are the keys to developing a good proposal; a mutually beneficial goal for award
- Proposal Instructions – Section L of the RFP:
  - Tells Offerors what to put in the proposal
- Evaluation Criteria – Section M of the RFP:
  - Identifies what will be evaluated

**Proposals should use the same paragraph format provided in Section**



# Intend on awarding without discussions ...

- Award based on initial proposals can happen if the government receives an offer that conforms with the solicitation and provides the greatest overall benefit to the government, all factors considered.
- Don't assume you can improve your position during discussions, there may not be discussions.
- However, ...





# ...the Government Reserves the Right to Conduct Discussions

- Evaluation Notices (ENs)
  - As a minimum, notification of deficiencies and significant weaknesses
  - Ask for additional information
- Proposal change pages where needed
  - Helps to easily identify changes
  - Minimizes work for the Final Proposal Revision (FPR)

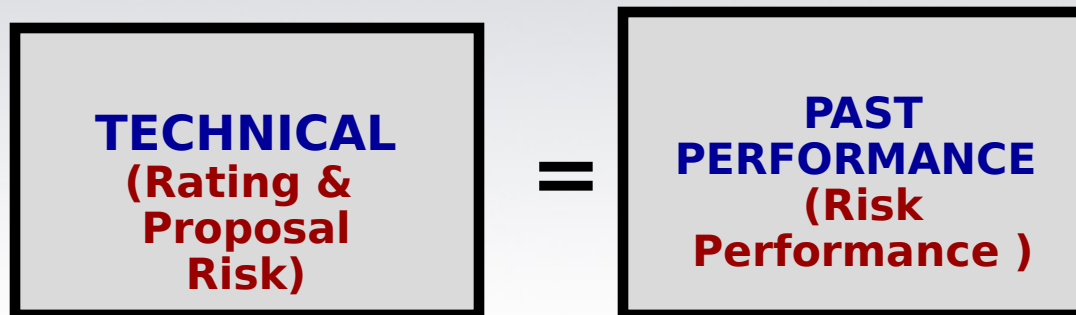


## A Critical Note

- The government does not evaluate every requirement of the Statement of Work under Section M of the RFP.
- The awarded contractor, however, is required to comply with all requirements of the awarded contract.



# Evaluation Criteria



The Technical/Management and Past Performance Factors are of approximately equal importance.



All evaluation factors other than Cost/Price, when combined, are more important than Cost/Price.



## Section M-Evaluation Factor 1

### *-Technical / Management -*

- The government will assess the offeror's Technical / Management Proposal with respect to its **compliance** with the solicitation requirements and **risk** associated with the offeror's approach
- The combined Technical / Management and Risk ratings will be utilized





# Combined Technical – Management/Risk Proposal Ratings Definitions

Table 9. Combined Technical-Management/Risk Rating		
Color	Rating	Description
Blue	Outstanding	Proposal meets requirements and indicates an exceptional understanding of the requirements. Strengths far outweigh any weaknesses. Risk of unsuccessful performance is very low.
Purple	Good	Proposal meets requirements and indicates a thorough understanding of the requirements. Proposal contains strengths which outweigh any weaknesses. Risk of unsuccessful performance is low.
Green	Acceptable	Proposal meets requirements and indicates an adequate understanding of the requirements. Strengths and weaknesses are offsetting or will have little or no impact on contract performance. Risk of unsuccessful performance is no worse than moderate.
Yellow	Marginal	Proposal does not clearly meet requirements and has not demonstrated an adequate understanding of the requirements. The proposal has one or more weaknesses which are not offset by strengths. Risk of unsuccessful performance is high.
Red	Unacceptable	Proposal does not meet requirements and contain one or more deficiencies. Proposal is unawardable.





## Section M-Evaluation Factor 2 *-Past Performance-*

- Past Performance will be evaluated to establish a Performance Confidence Assessment Rating that
  - will reflect the government's confidence that the offeror will successfully perform the requirements in the solicitation
  - based on the offeror's recent and relevant past performance record.



# Past Performance and Experience - Risk Definitions -

**Table 10. Performance Confidence Assessment Ratings**

Rating	
<b>Substantial Confidence</b>	Based on the offeror's relevant performance record, the government has a high expectation that the offeror will successfully perform the required effort.
<b>Satisfactory Confidence</b>	Based on the offeror's relevant performance record, the government has a reasonable expectation that the offeror will successfully perform the required effort.
<b>Limited Confidence</b>	Based on the offeror's relevant performance record, the government has a low expectation that the offeror will successfully perform the required effort.
<b>No Confidence</b>	Based on the offeror's relevant performance record, the government has no expectation that the offeror will be able to successfully perform the required effort.
<b>Unknown Confidence (Neutral)</b>	No relevant performance record is available or the offeror's performance record is so sparse that no meaningful confidence assessment rating can be reasonably assigned.



## Section M – Evaluation Factors *-Cost/Price-*

- The government will evaluate the offeror's Cost/Price Volume for
  - its Total Estimated Price;
  - price reasonableness;
  - whether the offeror's proposed prices are balanced; and
  - whether the offeror completed the information requested in Section L.



## Section M – Evaluation Factors *-Cost/Price (cont.)-*

- No Price Realism Analysis.
  - To comply with FAR 52.222-46, however, the government will compare offerors' burdened fixed labor rates set forth in Attachment 5 to the labor hourly wage data found at Attachment L-5, FAR 52.222-46 Labor Hourly Wages, to assess that it is reasonable for the offeror to attract and retain quality professionals
  - The government may compare the proposed burdened labor rates of one offeror to the other offerors, if needed
  - The offerors' proposed burdened labor rates may be considered unrealistically low if they are 10% or lower than the labor hourly wages listed in Attachment L-5
    - The offeror's proposal must contain an explanation and substantiating information to justify all proposed rates that are 10% or lower than the hourly wages listed in Attachment L-5.



## Section M – Evaluation Factors -Cost/Price (cont.)-

- Fixed Fee
  - The awarded contract will contain the offeror's proposed fixed fee dollar amount, which is the fee percentage multiplied by the offeror's total estimate.
    - No fees shall be applied to travel and material estimates.
    - The proposed fixed fee shall not exceed the statutory limitation of 8% specified in the 5252.215-9512, "Savings Clause" found in section G of the solicitation.
    - The fixed fee dollar amount will be paid in accordance with clause 5252.211-9503, Level of Effort, and clause 5252.232-9510, "Payment of Fixed Fee."
  - The offeror shall provide both the fixed fee percentage proposed for the prime contractor and the prime contractor's fixed fee percentage proposed for subcontractor efforts, if applicable.
  - The negotiated fixed fee percentages shall be the percentages that apply throughout the duration of the contract for all task orders issued and shall not be re-negotiated on individual task orders.





# Proposal Preparation - Guidance -

- Demonstrate a **thorough understanding** of requirements and inherent risks
- Demonstrate sufficient **resources** to meet the requirements
- Provide clear and concise descriptions
  - Drawings & diagrams complement narrative, but don't replace it
- Support your statements with facts, analysis and substantiating data to illustrate that you have a **valid and practical solution** for all requirements
- Be consistent from Volume to Volume



# Proposal Preparation - Guidance -

- Be attentive to all parts of the RFP
  - Requirements, SOWs
  - Terms and Conditions
  - Evaluation Criteria and Proposal Instructions
- Make appropriate trade-offs to provide the very best value that you can offer
  - Pointing out strengths and benefits
  - Addressing risks with mitigating approaches
  - Showing proper balance between cost and technical benefits while demonstrating realism



# Proposal Preparation Considerations

- Structure your proposal in accordance with the Proposal Instructions
- Can an evaluator quickly find what he/she needs?
  - Is it clear?
  - Is it well organized?
- Drawings & diagrams complement narrative, but don't replace it
- Substantiate, don't simply make claims
  - Give us a reason to believe you; provide information to allow an independent assessment



# Typical Proposal Shortfalls

- Proposal Instructions are not followed
  - Information not provided as requested
- Statements in the proposal are not well supported
- Proposals are not well organized
  - Does not follow Proposal Instructions structure and makes the evaluator hunt for the information
- Past Performance POCs are not current
- Deficiencies - preclude award
  - Information provided does not support claims of compliance
  - Proposal is non-compliant to the requirements
- Not signing RFP



# Source Selection Overview





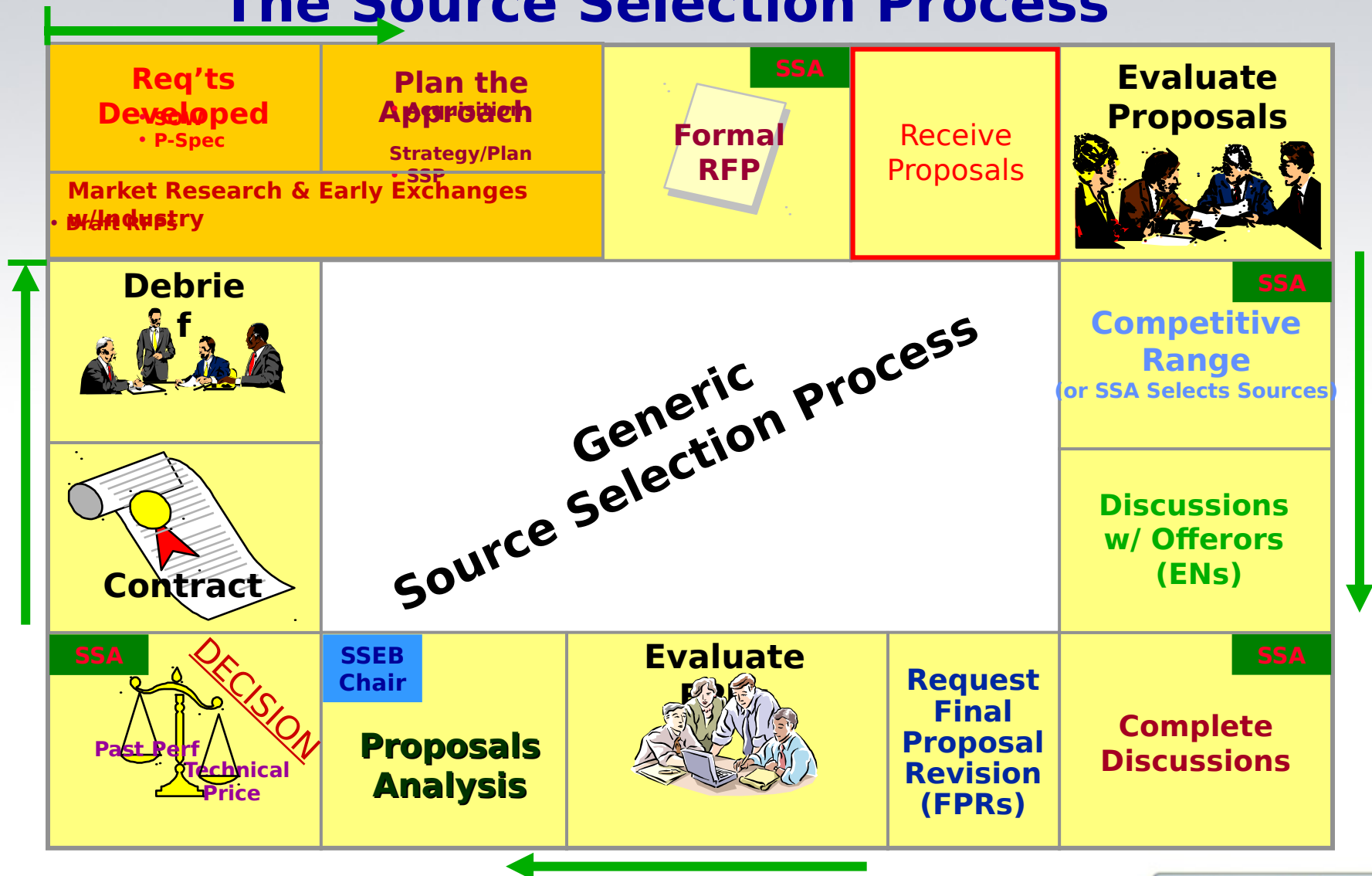


# Source Selection Objectives

- Choose the contractor who provides the best value to the government, all factors considered.
- Obtain through use of a comprehensive evaluation process, a high quality, fair and consistent evaluation of proposals.



# The Source Selection Process





# Summary

- The Source Selection process will assure that your proposal will receive a fair and consistent evaluation and selection
- L&M is intended to help you provide us with your best value solution and instruct you in preparing a proposal that will facilitate our evaluation
- Keys to Developing a Good Proposal
  - Understand the RFP requirements
  - Understanding the Evaluation Criteria will help you know where to place emphasis in your proposal
  - Follow the Proposal Instructions - Provide material where requested, i.e., keep Past Performance and Experience material out of Technical Volume
- Ensure that your proposal
  - Helps the evaluator evaluate - don't make us have to guess or search for answers
  - Provides substantiation for what you propose - give us a reason to believe you



## Communications

- **ALL** industry communication for RFP N61340-16-R-0007 shall come through the Contract Specialist and/or PCO.
- No one from the Government, other than the CS and PCO, is authorized to communicate with industry and share information pertaining to this RFP.
- NAWCTSD Points of Contact:
  - Tony Pham, Contract Specialist **(Primary POC)**  
(407) 380-8551, [chi.t.pham@navy.mil](mailto:chi.t.pham@navy.mil)
  - Austin E. Brookshire, Contracting Officer  
(407) 380-8192, [austin.brookshire@navy.mil](mailto:austin.brookshire@navy.mil)



# Tour of Cecil Center







# Closing Remarks & Adjourn

